

Position Description

1700 Hour AmeriCorps Member

Chief Plenty Coups State Park



Term of service: January 12, 2015 – November 13, 2015

Service schedule: Member will serve a minimum of 1,715 hours over a 44 week term, averaging 41 hours per week with 80 hours of holiday, vacation or sick time

Position Summary:

Chief Plenty Coups State Park is a historical and cultural park with unique features that include an interpretive visitor center with a collections room and artifacts, the Chief Plenty Coups original log cabin home (which is a National Historic Landmark), sacred medicine spring, and the Chief Plenty Coups family gravesite. The park is located on Chief Plenty Coups' original allotment and is encircled by the Crow Indian reservation. An AmeriCorps member will work with the park ranger to build a strong interpretative program for grades K-12, work with the local schools and teachers to build cultural programs to be hosted onsite and offsite, and create educational trunks with supplemental materials relating to the park.

The state park totals 195 acres and only 40 acres are developed. The AmeriCorps member will further access projects to utilize the undeveloped land. The member will also create a volunteer program, working with the local communities in establishing a strong foundation of volunteers for the park. The AmeriCorps member will contribute to the coordination of the annual state park special events, such as Day of Honor. The events will require everything from marketing to organizing. The member will also collaborate with the maintenance worker to complete the noxious weed management plan.

Montana State Parks AmeriCorps members perform capacity building activities. Their service revolves around the program goals listed below in order to ensure that they do not displace workers or take part in any prohibited or unallowable activities as outlined in AmeriCorps regulations. Montana State Parks AmeriCorps members *will* likely participate in activities that involve recurring contact with vulnerable populations.

Member will contribute to the following program goals:

- Improve park land
- Expand educational and interpretive programs
- Increase volunteer capacity*
- Enhance outreach and awareness of state parks
- Participate in service activities including National Days of Service**
- Respond to disasters, when called upon to do so by the program



Specific Position Responsibilities:

- Develop and facilitate educational and interpretive programs, for visitors, groups and school field trips
- Develop and construct two educational trunks, focusing on natural history and Crow culture
- Coordinate special events, including Day of Honor, Indian Education for All and the park's summer lecture series
- Create and host a public lands day event which involves volunteers in projects that improve park land
- Recruit volunteers
- Help coordinate park construction projects
- Identify and map noxious weeds according to the weed management plan
- Contribute to the marketing of the park, special events, and interpretive and educational programs by designing flyers, posting notices and writing press releases.

Minimum Requirements:

- Over 18 with a high school diploma or GED; college degree or equivalent work experience preferred
- A United States citizen, United States National, or legal permanent resident alien
- Demonstrated leadership skills
- Ability to take initiative, handle multiple projects, track details essential to project completion, analyze information, and meet deadlines
- Strong ability to communicate effectively orally and in writing with diverse groups of people
- Demonstrated ability to work independently and as part of a team
- Basic computer proficiency
- Passion for the outdoors and enthusiasm for enhancing Montana's state parks
- A driver's license and personal means of transportation within the state of Montana
- Must pass a national service criminal history check

Benefits:

- Living allowance of \$12,100 over 44 week term of service
- An AmeriCorps Education Award of \$5,645 upon successful completion of service. This award can be used to pay education costs at qualified institutions of higher education, for educational training and resources, or to repay qualified student loans. Members aged 55 and over may transfer the education award to a child, grandchild or foster child.
- Eligible for deferment on qualified student loans
- Guaranteed health benefits and child care assistance if qualified

- Experience and training working in the fields of outdoor recreation, parks management, interpretive services, education, community outreach, and volunteer management
- Opportunity to live, work and be part of the team amid the natural wonders and cultural heritage of Montana State Parks

* Volunteer activity facilitated by AmeriCorps members supports the management and operation of State Parks. These activities do not include any prohibited or unallowable activities as outlined in AmeriCorps regulations.

**Service activities will center around the preceding program goals as well as provide unique opportunities for members to engage in service to non-profit community organizations that provide support to those in need, including victims of national disasters, individuals and families in poverty, veterans, homeless animals, and other groups. Service projects will take place on and around designated National Days of Service as well as other AmeriCorps organized events, such as member trainings. Service activities will not include any prohibited or unallowable activities as outlined in AmeriCorps regulations.

The Montana State Parks AmeriCorps Program, as administered by the Montana Department of Fish, Wildlife and Parks, shall provide equal access to opportunities provided by the Program and shall not discriminate against any person because of race, creed, color, religion, sex, national origin, age, physical or mental disability, sexual orientation, or gender identity. Minority candidates are encouraged to apply. Reasonable accommodations will be provided for qualified individuals with known disabilities unless doing so would result in an undue hardship. The accommodation must be essential for the Member to perform his/her service successfully. Funds for reasonable accommodations are available for use by members with disabilities who have been offered a position with an AmeriCorps Program and require an accommodation to fulfill the essential functions of their service.

Applicant Certification

I certify that I have reviewed this Position Description and understand the general roles and responsibilities of this Montana State Parks AmeriCorps position

Member Name _____

Member Signature _____

Date _____